

6-26-1915

## Board of Trustees Meeting Minutes 1915-06-26

Bowling Green State University

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## Proceedings, Trustees Bowling Green Normal College Bowling Green, Ohio, June 26, 1915.

Minutes of the meeting of the Board of Trustees of the Bowling Green State Normal College held at the Hotel Millikin, Bowling Green, Ohio, on Saturday, June 26, 1915.

Present: President J.E.Collins, Vice President John Begg, Secretary J.E.Shatzel, Treasurer J.D.McDonel. Absent: Wm. B. Guitteau.

President H.B.Williams also present.

John Begg called the meeting to order and presided.

Minutes of the three previous meetings read and approved.

Estimate No.7 of the Bryce Heating & Ventilating Co., Toledo, Ohio, for work done on the heating and ventilating contract, Administration Building, amounting to \$1567.50, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by McDonel and seconded by Shatzel that above Estimate No. 7 in favor of the Bryce Heating & Ventilating Co. amounting to \$1567.50 be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund for "Completing Normal College Building". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

The claim of Howard & Merriam, Architects, for 2% of Estimate No.7 issued to the Bryce Heating & Ventilating Co. less overpayment of \$7.56 and amounting to \$23.79 was presented for allowance.

Moved by McDonel and seconded by Shatzel that above claim of Howard & Merriam, Architects, amounting to \$23.79 be allowed and paid from the fund for "Completing Normal College Building". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Estimate No. 18 of the Steinle Construction Company for work done on the Woman's Dormitory contract, amounting to \$1663.45, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by McDonel and seconded by Collins that above Estimate No.18 in favor of The Steinle Construction Company in the sum of \$1663.45 be allowed on the recommendations of Howard & Merriam, Architects, and paid from fund designated as "Maintenance F-10". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

The claim of Howard & Merriam, Architects, for 2% of Estimate No.18 issued to the Steinle Construction Co. amounting to \$33.26 was presented for allowance.

Moved by McDonel and seconded by Collins that the above claim of Howard & Merriam, Architects, amounting to \$33.26 be allowed and paid from fund designated as "Maintenance F-10". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Estimate No.5 of the Huffman-Conklin Company, Columbus, Ohio, for work done on the plumbing and heating contract for the Science & Agriculture Building amounting to \$2071.00 duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by McDonel and seconded by Shatzel that the above Estimate No. 5 in favor of the Huffman-Conklin Co. and amounting to \$2071.00 be allowed on the recommendation of Howard & Merriam, Architects, and paid from fund designated "Building for Science & Agriculture". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

The claim of Howard & Merriam, Architects, for 2% of Estimate No. 5 issued to the Huffman-Conklin Company amounting to \$41.42, was presented for allowance.



Moved by McDonel and seconded by Shatzel that the above claim of Howard & Merriam, Architects, for \$41.42 be allowed and paid from fund designated "Building for Science & Agriculture". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Estimate No.4 of Fitzpatrick & Hoepfner of Columbus, Ohio, for work done on the Power Building and Tunnel System contract and amounting to \$7647.50, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by McDonel and seconded by Shatzel that the above Estimate No. 4 in favor of Fitzpatrick & Hoepfner, amounting to \$7647.50, be allowed on the recommendation of Howard & Merriam, Architects, and paid from fund designated as "Maintenance F-10". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

The claim of Howard & Merriam, Architects, for 2% of Estimate No.4 issued to Fitzpatrick & Hoepfner, amounting to \$152.95 was presented for allowance.

Moved by McDonel and seconded by Collins that the above claim of Howard & Merriam, Architects, for \$152.95 be allowed and paid from fund designated as "Maintenance F-10". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Estimate No. 5 in favor of Fitzpatrick & Hoepfner for work done on the Power Building and Tunnel System contract, amounting \$3040.00, duly certified by Howard & Merriam, Architects, was presented for allowance.

Moved by McDonel and seconded by Shatzel that the above Estimate No.5 in favor of Fitzpatrick & Hoepfner and amounting to \$3040.00 be allowed on the recommendation of Howard & Merriam, Architects, and paid from the fund designated as "Maintenance F-10". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

The claim of Howard & Merriam, Architects, for 2% of Estimate No.5 issued to Fitzpatrick & Hoepfner and amounting to \$60.80 was presented for allowance.

Moved by McDonel and seconded by Shatzel that the above claim of Howard & Merriam, Architects for \$60.80 be allowed and paid from the fund designated as "Maintenance F-10". Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

The following claims and accounts were presented by President H.B.Williams for allowance, to-wit:-

1914 Appropriations.

J.W.Whitker & Co., Bowling Green, Ohio.	
Equipment. Cots and Mattresses	\$ 774.90
Ohio State Reformatory, Mansfield, Ohio.	
Equipment. Furniture	2564.50
Ladd & Adams, Bowling Green, Ohio	
Equipment. Piano	425.00
Coen Bros. Bowling Green, Ohio	
Equipment. Furniture	656.83
The Toledo Public Library, Toledo, Ohio.	
Equipment. Piano Player rolls	50.00
The Toledo Chandelier Co., Toledo, Ohio	
Equipment. Lighting fixtures & lamps for Dormitory	771.50
M.J.Ramler & Sons, Toledo, Ohio	
Equipment. Est. on aluminum vent louvres	200.00



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Gross & Tracey Photo Supply Co., Toledo, Ohio Equipment. Lantern slides	\$ 59.40
Daubt Glass & Crockery Co., Toledo, Ohio Equipment. Dishes, etc.	679.49
Lasalle & Koch Co., Toledo, Ohio App. for Agriculture. Silver	65.56
Daubt Glass & Crockery Co., Toledo, Ohio. App. for Agriculture, etc. Dishes, etc.	72.70
1915 Appropriations.	
B.F.Loomis, Bowling Green, Ohio. C-2. Straw, oats, corn.	110.24
Lincoln & Dirlam, Bowling Green, Ohio. C-2. Veterinary Supplies.	1.75
The Royce & Coon Grain Co., Bowling Green, Ohio. C-2. Hay, corn, oats.	37.52
H.B.Williams, President, Bowling Green, Ohio. C-4. Pins and postage.	.15
Ohio State Reformatory, Mansfield, Ohio. C-4. Registration cards, etc.	22.75
Hankey Lumber Co., Bowling Green, Ohio. C-8. Lumber.	30.65
Dobson-Evans Co., Columbus, Ohio. C-8. Paste, glue and tacks.	8.11
Eoy, Hunt & Co., 15-19 E. 4th. st., New York City C-8. Kraft paper.	19.65
Conrow Bros., 114-116 Worth st., New York City C-8. Cover paper.	3.46
American Rattan & Reed Co., Brooklyn, N.Y. U-8. Reeds, etc.	29.55
Henry Lindemyer & Sons 32-36 Bleecker st., New York City C-8. Cloth Boards.	12.00
F.H.Prieur, Bowling Green, Ohio. C-8. Screws	.40
Bolles Drug Store, Bowling Green, Ohio. C-8. Ink, pens, etc.	3.34
G.W.Beattie, Bowling Green, Ohio C-8. Flower seeds.	2.10
<del>H.B.Saylor, Rudolph, Ohio. C-9. Corn.</del>	<del>2.00</del>
J.S.Brigham & Son, Bowling Green, Ohio. C-9. Tomato plants and seed potatoes	17.00
Maas Bros. Bowling Green, Ohio. C-9. Seed potatoes	6.00
H.B.Williams, President, Bowling Green, Ohio. C-11. Vaseline.	.20
Monarch Underwear Co., Bowling Green, Ohio. C-11. Cotton.	5.50
F.H.Prieur, Bowling Green, Ohio. C-11. Oil.	.60
E.Tressing & Co., 15 E. Lake st., Chicago, Ill. E-8. Pruners, punches, etc.	7.69
Dobson-Evans Co., Columbus, Ohio. E-8. Shears.	2.49
A.W.McCloy Co., 642-44 Liberty Ave., Pittsburg, Pa. E-8.m Desk pad, mucilage appliers.	2.93
Detroit Publishing Co., Detroit, Mich. E-8. Illustrative material.	8.99
F.H.Prieur, Bowling Green, Ohio. E-8. Bits, pans, etc.	2.35
Milton Bradley Co., Philadelphia, Pa. E-8. Mounts, prisms, drawing boards.	21.96



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F.H.Prieur, Bowling Green, Ohio. C. & O.O.S.-1 Rivets, mower, etc.	\$ 4.10
J.E.Walker, Bowling Green, Ohio. C. & O.O.S.-1. Filinh saws, etc.	6.25
H.B.Williams, President, Bowling Green, Ohio. C. & O.O.S.-6. Express	2.21
J.E.Shatzel, Bowling Green, Ohio. C. & O.O.S.-6. Expense account.	25.34
G.W.Beattie, Bowling Green, Ohio. C. & O.O.S.-6. Expense account.	9.00
Josephine Leach, Bowling Green, Ohio. C. & O.O.S.-6. Cartage, etc.	3.25
Fred Cook, Bowling Green, Ohio. C. & O.O.S.-6. Cartage, etc.	12.96
H.B.Williams, President, Bowling Green, Ohio. C. & O.O.S.-6. Freight.	3.87
T. & O.C. Ry. Co., Bowling Green, Ohio. C. & O.O.S. -6. Freight.	66.96
The Ohio State Telephone Co., Toledo, Ohio. C. & O.O.S. -7. Telephone.	2.30
The Toledo Chandelier Mfg., Co., 127-131 Huron st., Toledo, Ohio. G-3 Lighting fixtures, etc. for President's home	142.47
H.A.McCormick, Bowling Green, Ohio. G-3 Well	72.50
Board of Education, Toledo, Ohio. (H-6) G-3 Rent for Piano in Central Bldg.	25.00

Moved by McDonel and seconded by Collins that the above bills be allowed and paid from the funds respectively provided therefor. Voting Aye: Begg, Collins, McDonel, Shatzel.

Nays, none.

Motion declared carried.

The Secretary was directed by a unanimous vote of the members present to make an accurate list of all the emergency items with the assistance of President H.B.Williams and to take up the matter with the Emergency Budget at Columbus and do everything possible to procure allowances to cover same.

It was moved by McDonel and seconded by Collins that the matter of the adjustment of the rent and the insurance claims with Frank Deffenbaugh be referred to Secretary Shatzel with power to act. Voting Aye: Begg, Collins, McDonel, Shatzel. Nays, None.

Motion declared carried.

The Secretary presented and read the following letter from the Huffman-Conklin Co., to-wit:

The Huffman-Conklin Company.  
Heating & Plumbing Contractors.  
Columbus, Ohio, June 24, 1915.

Mr. J.E.Shatzel, Sec.,  
State Normal College,  
Bowling Green, Ohio.

Dear Sir:

Herewith we are pleased to hand you Certificate #205 from the Ohio State Board of Health covering the final inspection and approval of the State Plumbing Inspector for the Plumbing Work installed in the Woman's Dormitory, dated June 15.

Our contract in this building is entirely completed and we trust you have found our work completely satisfactory, and we wish to say that should anything develop at any time in the future that indicates any defect of material or workmanship, we shall consider it a favor to have you notify us, and we will take care of it promptly without expense to you.

We beg to remain,

Very truly yours,

THE HUFFMAN-CONKLIN CO.  
Per Arthur D. Wolfe,  
Vice Pres.

Enc.

Copy to Messrs, Howard & Merriam, Archts.,  
City.  
Steinle Sonstruction Co.,  
Bowling Green, Ohio



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Moved by Collins and seconded by McDonel that Certificate No. 205 above referred to be made a matter of record. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Said certificate reads as follows, to-wit:-

No. 205

OHIO STATE BOARD OF HEALTH  
Department of Plumbing Inspection.

This is to certify, that the Plumbing installed in the Dormitory Building located at State Normal School, City of Bowling Green, Wood County, State of Ohio, is constructed in accordance with the provisions of the law relating thereto, and has been inspected and approved.

This CERTIFICATE shall remain good and in force from and after the 15th day of June, 1915, Subject, however, to be revoked by the Ohio State Board of Health for the violation of any of the provisions of an act "To create the office of State Inspector of Plumbing," (O.L. vol. 101, p. 395), or for the violation of any of its rules and regulations governing the construction of plumbing.

The State Inspector of Plumbing shall be notified of all changes or alterations that may be made after the issuing of this certificate,

In Witness Whereof we have hereunto set our hands and affixed the seal of the State Board of Health of Ohio, this  
22nd. day of June, 1915.

(Seal)

Wm. C. Gromiger

State Inspector of Plumbing.

By order of the Board  
E.F. McCampbell,  
Secretary

Secretary Shatzel reported that bids had been received by Howard & Merriam, Architects, for the construction of a catch basin to be used in connection with the sewer on the State Normal College grounds, and that A.E. Avery of Bowling Green, Ohio, bid for the same the sum of \$125.00 and that this being the lowest bid the contract was awarded to Mr. Avery and the work has been completed as per the specifications furnished by the Architects.

Moved by McDonel and seconded by Collins that the above contract for catch basin be approved and that the sum of \$125.00 be paid from any fund available for the purpose. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

President Williams presented the proposition of the Huffman-Conklin Co. for a change in the ventilating system in the Building for Science and Agriculture, whereby one larger fan was to replace three small fans and presented also the approval of Howard & Merriam, Architects, on the work. The communications of The Huffman-Conklin Co. and Howard & Merriam, Architects, respectively, touching the subject, being as follows, to-wit:-

THE HUFFMAN-CONKLIN COMPANY  
Heating & Plumbing Contractors.

Columbus, Ohio, June 15, 1915.

Mr. H.B. Williams, Pres.,  
State Normal College,  
Bowling Green, Ohio.

Dear Sir:

We desire to confirm the proposition made to you by Mr. Zurhorst that we will install the roughing-in work for laboratory tables according to plans furnished by you if the three ventilating fans for toilet rooms are omitted and the ventilation secured by means of one fan. We agreed to make this change and do this work without additional cost to you in order to accommodate the laboratory equipment to meet your wishes.

The writer expects to be in Bowling Green the latter part of this week, at which time he will be glad to go over any phase of our work with you. In the meantime, we beg to remain.

Very truly yours,  
THE HUFFMAN-CONKLIN CO.  
Per Arthur D. Wolfe  
Vice Pres.



Howard & Merriam  
Architects  
Columbus, Ohio. June 9, 1915.

Mr. H.B. Williams, Pres.  
Bowling Green State Normal College,  
Bowling Green, Ohio.  
Dear Sir:

We have a proposition from the Huffman-Conklin Company together with plans submitted in which they propose to change layout of vents using one fan in the building fir Science & Agriculture to ventilate toilet rooms and laboratory instead of separate fans for each room as originally specified.

They have outlined a credit for this work at the same time making you a proposition on additional plumbing necessary for installation of some fixtures. The change which they have outlined this office would approve as well as the credit which they have agreed to give, but we were under the impression that the credits for the change above mentioned, viz: in the ventilation from a number of fans to one fan in the attic was to entirely offset the work to be done in connection with the installation of the work required by your equipment. Instead of this there seems to be a difference, as per the proposition of the Huffman-Conklin Company, which would require you to pay an additional sum for the installation of the plumbing in connection with the fixtures over and above credit derived from change of ventilation.

In view of the impression the writer received in this connection, would suggest that your Board take action to permit the change of ventilation providing same change is guaranteed by contractor to be acceptable to the State Department. Further that this is so far as this office is concerned with the change in the contract.

Regarding the agreement between your Board and the contractor relative to the installation of the plumbing work in connection with the fixtures, that is a matter which should be thrashed out between you. If there has been a proposition that one should offset the other a r solution by your Board to this effect, in the writer's opinion, should be passed and placed before the contractor for his acceptance.

In so far as the achange of method of ventilation is concerned, we are of the opinion that it should not in any way injure the operation of the system. Our idea in making separate fans was that the amount of current consumed would simply be the amount necessary to run those fans which were actually needed at any one time.

Awaiting your further instructions in this connection we are

Very truly yours,  
Howard & Merriam, Archts.  
By O.D. Howard  
Per C.

Moved by McDonel and seconded by Collins that the proposition of the Huffman-Conklin Co. be accepted, upon the recommendation of President Williams and Howard & Merriam, Architects.  
Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

President Williams presented the matter of safeguarding, by drainage or otherwise, the floor and walls of the gymnasium and reports that there is an appropriation for the purpose.

Moved by Collins and seconded by McDonel that President Williams proceed immediately to expend said sum of \$500.00, appropriated for the purpose, in draining and safeguarding the floor of the gymnasium and water-proofing the exterior walls and that he enter into contract for said work prior to July 1, 1915. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, none.

Motion declared carried.

Moved by Collins and seconded by Shatzel that President Williams be authorized to enter into contract in accordance with the Budget Classification and to the total amount standing to the credit of the Bowling Green State Normal College in the Short Budget and that contract be closed prior to July 1, 1915. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

President nominated the following instructors for the Summer Term, at the salaries set opposite their names, respectively, as follows, to-wit:-

Supt. C.J. Biery, M.S. Wauseon, Drawing & Penmanship 5 weeks.	\$250.00
J.L. Clifton, B.S. Asst. State Superintendent, Columbus	
School Management and School Law	100.00
Emma Cone, Teacher, Oxford, Music	100.00
Nettie Fehn, Teacher, Toledo, Geography	100.00
August F. Gompf, Industrial Arts, 6 weeks	175.00
A.C. Hoffman, B.S., Instructor in Agriculture, University of Ill.	
Agriculture	180.00
Florence Hawkins, Primary Supervisor, Toledo, Language.	100.00
Ernest M. Linton, Indiana University, History	225.00
Martha B. Martin, Teacher, Kirkwood, Mo. Domestic Art.	100.00
Jessica Marshall, Prin. Newton School, Toledo, Reading	100.00
Marie E. Simpson, State Historical Society, Bismark, N.D. Librarian	150.00
C.F. Stratton, A.B. Teacher, Horace Mann School, New York City	
Mathematics	225.00



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Supt. R.W.Solomon, A.B. Fostoria, School Administration	\$ 300.00
Supt. W.F.Shaw, Bowling Green, English	225.00
Geo.H.Tapy, A.M. Head of Department of Education, Wabash College, County School Administration and Supervision	200.00
Effie Alexander, B.S. Critic Teacher	100.00
Lucy Meacham, Critic Teacher	100.00
Estelle M. Rich, Critic Teacher and Physical Education	120.00
Minnie L. Kinker, Critic Teacher Dormitory	100.00
W.R.Smith, Steward-Chef	80.00per mo.
Mrs. J.B.Rodd, Matron	50.00 " "

Moved by McDonel and seconded by Collins that the above nominations be approved. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Moved by Shatzel and seconded by McDonel that Trustee John Begg and Prof. Beattie select and contract for live stock to the amount of funds on hand for the purpose and that said purchases be made prior to July 1, 1915. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, none.

Motion declared carried.

Moved by McDonel and seconded by Collins that President enter into contract for painting of president's house on the Normal College property on the best terms obtainable. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Moved by McDonel and seconded by Collins that Nelson R. Swan of Lima, Ohio, be employed to prepare and submit a detailed drawing for a general scheme of landscape work and beautification covering the entire grounds of the Bowling Green State Normal College at 65¢ per hour, said Swan to pay all of his own traveling and hotel expenses and the length of his employment to be at the option of the Board of Trustees, the plans to be submitted to President Williams and Secretary Shatzel for approval. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Secretary Shatzel presented and read the following statement of R.W.Treber, ground keeper, as follows, to-wit:

R.W.Treber in account with the Trustees of B.G.Normal School.					
1915			1915		
June 14	A.Simmons Rent to July 8	10.00	June 24	By amt. to bal.	19.00
" 15	Kilgore's cow pasture	7.00			
" 18	Cash for crating boards	2.00			
1915			1915		
June 24	To amt to bal	\$19.00	June 24	By check to McDonel	\$19.00

Moved by Collins and seconded by McDonel that John Begg be elected president of the Board of Trustees for the coming year and that J.E.Shatzel be elected Secretary and J.D.McDonel be elected Treasurer. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Moved by Shatzel and seconded by McDonel that J.E.Collins be elected Vice President for the Board for the ensuing year. Voting Aye: Begg, McDonel, Shatzel. Mr. Collins not voting. Nays, None.

Motion declared carried.

Moved by Shatzel and seconded by Collins that the meeting adjourn to meet on Monday, July 12, 1915, at 1 o'clock, P.M. at the Hotel Millikin, Bowling Green, Ohio. Voting Aye: Collins, Begg, McDonel, Shatzel. Nays, None.

Motion declared carried.

Meeting adjourned.

*John Begg acting* Pres't.  
*J.E.Shatzel* Sec'y.